



**YMCA OF GREATER TULSA
NON-EXEMPT JOB DESCRIPTION**

Title: Lifeguard	Branch: Downtown
Supervisor: Aquatics Director	Date: April 2008
Department: Aquatics	Classification & Status: Part-Time

GENERAL FUNCTION:

Under the direct supervision of the Aquatics Director you are responsible for working directly with children, members, & other adults/youth. You play an integral role in the development of building strong character values in others. The staff at all times is representative of the philosophy, mission and goal of the YMCA and its camp program. Staff must strive to work cooperatively with fellow employees to achieve the goals and objectives of the YMCA.

ENTRY REQUIREMENTS:

KNOWLEDGE AND SKILLS (SPECIALIZED, TECHNICAL, OR PRACTICAL)

- Must be 16 years old
- Current Lifeguard Certification
- CPR for the Professional Rescuer, AED, and O2
- Current Standard First Aid Certification

HUMAN RELATION SKILLS

- Willingness to project the YMCA image by personal adherence to all policies
- Demonstrate the ability to interpret and administer all policies, established by the YMCA, to all employees and volunteers you may come in contact with

EXPERIENCE

- Prefer YMCA Lifeguard certifications
- Experience in an aquatics setting
- Knowledge of chemicals and record keeping

JOB REQUIREMENTS:

DECISION MAKING AND JUDGMENT

1. Responsible for scanning areas of the pool
2. Considerable judgment and resourcefulness required
3. Must deal with emergency situations and rescues

ADMINISTRATIVE

1. Helping maintain pool area, including cleaning, equipment, chemicals and all records

SUPERVISION

1. Responsible for scanning and watching patrons in the pool at all times
2. If Aquatics Director is unavailable, responsible for selecting, instructing, directing and supervising the flow of work

PHYSICAL AND MENTAL REQUIREMENTS

1. Must be motivated and able to implement oral and written instructions.
2. Must be able to communicate respectfully and effectively with superiors, co-workers, members, parents, and children.
3. Must be mentally prepared to handle emergency situations and rescues

Summer Camp Lifeguard Job Description

4. Must be able to lift 50 pounds
5. Must be able to communicate verbally, including projecting the voice across distances
6. Hear noises and distress signals
7. Must be able to move to various locations, including in and out of an elevated chair
8. Must be able to evaluate situations and make decisions within established policies and standards
9. Requires frequent heavy lifting and moving of equipment and supplies
10. Knowledge and physical ability to respond in an emergency situations

ACCURACY

1. Requires accurate record keeping for programs

PARTICIPANT SAFETY

1. Requires considerable attention and alertness to safety hazards
2. Must be able to take on a leadership role in matters of safety

PRINCIPLE ACTIVITIES:

1. Interpret and enforce pool rules and policies to ensure safety of all participants and swimmers
2. Execute emergency procedures as needed
3. Promote the YMCA Swimming Programs
4. Lock and secure all pool doors when pool is closed
5. Keep accurate records of attendance, chemical reading, and incident reports
6. Report any issues to the Aquatics Director.
7. Be an ambassador and committed member of the YMCA team
8. Other related duties as assigned by the supervisor, including group supervision/counseling before, during and after regular camp activities
9. Perform all duties with caring, honesty, respect and responsibility
10. Adheres to all policies and procedures stated in the YMCA Employee Handbook

EFFECT ON END RESULT

1. A quality aquatics program indicated by positive participant engagement.
2. Highly satisfied members, parents and participants

Employee

Date

Supervisor

Date